
INTEROFFICE MEMORANDUM

TO: DR. JAMES FRANCHINI, SUPERINTENDENT
FROM: MICHAEL OUIMET, ASSISTANT SUPERINTENDENT FOR BUSINESS
SUBJECT: DONATION
DATE: OCTOBER 15, 2019
CC: BOARD OF EDUCATION

The Averill Park High School has received a \$10 donation from Mr. Kinney to be used at their discretion. I recommend the District accept these funds and increase the General Fund budget by \$10.00, (A2110450200002).

Please place this recommendation on the October 21, 2019 Board of Education agenda. Please do not hesitate to contact me if you have any questions regarding this recommendation.